

Republic of the Philippines

VISAYAS STATE UNIVERSITY

Visca, Baybay City, Leyte

PURCHASE REQUEST

PPMP No.: PPMP-2025-092924-0714

PR No.: GF-2025-08-00970

Date: 08-08-2025

Dept./Office: USHER

Category: Office

Section/End-User: Clara P. Mercado

Equipment and Appliances

Funding Source: General Fund - MOOE

Project Title/Code: USHER PPMP (OFFICE SUPPLIES

AND LICENSING) 2025

Item	Item Description	Unit	Qty	Unit Cost	PAR/ICS	Total Cost
1	Ceiling fan	pc	8	2,500.00		20,000.00
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Specification:

. Type: Orbit

Blade Material: Metal
Blade Size: 16 inches

· Speed Controller: Three-speed

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2	heavy duty foldable table	pcs	2	2.000.00	
- NATIONAL STREET		pes	3	3,000.00	9,000.00
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Specification:

Size: 6 ft (180 x 70 x 74 cm)

Table Top Material: High-density polyethylene (HDPE)

- · Features:
 - Stain resistant
 - UV protected
 - Easy to clean
- Frame Material: Coated steel
 - · Features:
 - Rust resistant
 - Powerful and durable
- Design:

Foldable: Folds in half for easy storage
 Weight: Lightweight for easy handling

TOTAL 29,000,00

Purpose: For hospital use

Checked by:

NORMAN O. VILLAS
TWG - Office Equipment and Appliances

Funds Available:

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HEAD, BUDGET OFFICE

Approved/by: Noted by: Prepared by: mature: PROSE IVY G YEPES 8/18/18 CLARA P. MERCADO ELWIN JAY V. YU Printed Name: Admin Aide PRESIDENT VSU UNIT HEAD, PROJECT LEADER Designation: Wealth and pad Pool date of Locald Assertance and hood selections of the property There and testing testing the property of the contraction of the state Efficiently, refull, head times, asximize operational applicationals waste. noney likes factors penerally sheet the Jemand for a product, either positively or The state of the s